



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2023/B/3725983
Dated/दिनांक : 21-07-2023

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	08-08-2023 15:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	08-08-2023 15:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	180 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Finance
Department Name/विभाग का नाम	Department Of Financial Services
Organisation Name/संगठन का नाम	State Bank Of India (sbi)
Office Name/कार्यालय का नाम	Lho Maharashtra
Item Category/मद केटेगरी	Facility Management Services - Lump Sum Based - Commercial; Housekeeping; Consumables to be provided by service provider (inclusive in contract cost)
Contract Period/अनुबंध अवधि	1 Year(s) 1 Day(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	17 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से एमएसई छूट	No
Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट	No
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No

Bid Details/बिड विवरण	
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	2 Days
Floor Price/न्यूनतम मूल्य	This bid has been created/published with floor price(minimum value) selected by the Buyer. Service Providers are advised to quote above the minimum floor value.
Estimated Bid Value/अनुमानित बिड मूल्य	471320.98
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है	Yes

EMD Detail/ईएमडी विवरण

Required/आवश्यकता	No
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ePBG Detail/ईपीबीजी विवरण

Required/आवश्यकता	No
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Splitting/विभाजन

Bid splitting not applied/बोली विभाजन लागू नहीं किया गया.

MII Compliance/एमआईआई अनुपालन

MII Compliance/एमआईआई अनुपालन	Yes
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MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in

bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

3. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

[OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.

4. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

5. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

Excel Upload Required/एक्सेल में अपलोड किए जाने की आवश्यकता :

PRICE-BID FOR PROVIDING HOUSE KEEPING AND CLEANING SERVICES AT OUR RACPC-1 & RACPC-2, TBH & CSP - [1689935131.xlsx](#)

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

Geographic Presence in states:THE BIDDER SHOULD HAVE THEIR REGISTERED OFFICE IN MAHARASHTRA STATE and should be able to open office at Nagpur within one month from date of award of contract.

Total experience in providing facility management services to government departments, public sector companies, and government autonomous organizations::5 YEARS of experience in providing AMC for Housekeeping services in the following manner- Having completed 1 (one) AMC service of value not less than Rs.45 Lacs OR Having completed 2 (Two) AMC services of value not less than Rs.28 Lacs OR Having completed 3 (Three) AMC services of value not less than Rs.18 Lacs

Details of the premise:[1689935156.pdf](#)

Scope of work:[1689935251.pdf](#)

Facility Management Services - Lump Sum Based - Commercial; Housekeeping; Consumables To Be Provided By Service Provider (inclusive In Contract Cost) (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Premises	Commercial
Type of services required	Housekeeping

Specification	Values
Cost for Consumables/ Materials	Consumables to be provided by service provider (inclusive in contract cost)
Service component	Cleaning & Sanitation
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	To be set as 1	Additional Requirement/अतिरिक्त आवश्यकता
1	Mohanan R	440001,KINGSWAY, SARDAR VALLABHBHAI PATEL MARG, NAGPUR	1	N/A

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Generic

Products supplied shall be nontoxic and harmless to health. In the case of toxic materials, Material Safety Data Sheet may be furnished along with the material.

3. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

4. Past Project Experience

Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

5. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

SECURITY DEPOSIT (SD) IN THE FORM OF DD or BG	The successful bidder whose tender is accepted by the Bank shall be bound to deposit Rs .4,71,000/- (Rupees Four Lacs and Seventy one Thousand only)
<u>SOFT COPIES SUBMISSION</u> DOCUMENTS TO BE UPLOADED IN GEM PORTAL. (If not uploaded, tender will be rejected)	<ol style="list-style-type: none">1. SIGNED & STAMPED TECHNICAL BID2. VALID PROOFS & CREDENTIALS FOR PRE-QUALIFICATION OF VENDOR
<u>HARD COPIES SUBMISSION</u> PHYSICAL DOCUMENTS TO BE SUBMITTED AT: (If not submitted, tender will be rejected)	<ol style="list-style-type: none">1. SIGNED & STAMPED TECHNICAL BID2. VALID PROOFS & CREDENTIALS FOR PRE-QUALIFICATION OF VENDOR STATE BANK INDIA, AO NAGPUR, PREMISES SECTION, 2ND FLOOR, SVP ROAD, NAGPUR-440001

Pre-qualification criteria of vendor for bidding this tender

<p>Criteria-1 (Work Experience)</p>	<p>Vendors with valid government registrations & licenses for providing manpower services and having experience in the similar field of service i.e. providing AMC for Housekeeping & cleaning services in Government Departments / Public Sector undertakings (Central or State)/ large & reputed pvt. Institutions for the last Five consecutive years in the following manner.</p> <p>Having successfully completed</p> <p>1 (one) AMC service of value not less than Rs.45 Lacs</p> <p>OR</p> <p>Having successfully completed</p> <p>2 (Two) AMC services of value not less than Rs.28 Lacs</p> <p>OR</p> <p>Having successfully completed</p> <p>3 (Three) AMC services of value not less than Rs.18 Lacs</p> <p>Both work orders and work completion certificate issued by the principal employer of specified value should be furnished failing which the bid will be rejected. (format given in Annexure-B to be filled up)</p>
<p>Criteria-2 (Financial)</p>	<p>The bidder should have a minimum average annual turnover of Rs .17.00 lakhs for the previous three years (as on 31-03-2022). Audited/Certified Balance Sheet (by Chartered Accountant) for the years 2019-20, 2020-21 and 2021-22, establishing the turnover criteria should be uploaded.</p> <p>(format given in Annexure-C to be filled up)</p>
<p>Criteria-3 (Location)</p>	<p>THE BIDDER SHOULD HAVE THEIR REGISTERED OFFICE IN MAHARASHTRA STATE and should be able to open office at Nagpur within one month from date of award of contract.</p> <p>(format given in Annexure-D to be filled up)</p>

<p style="text-align: center;">TIE BIDS OR (MULTIPLE L1 BIDS)</p>	<p>If more than one bidder is ranked L-1 in the GeM portal or multiple L-1 bidders have quoted the same price, the selection amongst the L-1 bidders will be made through Random Algorithm executed by GeM system/ Run L1 Selection' (Auto run) option</p> <p>∅ In case of Multiple L1 with both MSE & non MSE bidders, Run L1 option will be only applicable for MSE bidders.</p> <p>∅ In case of Multiple L1 and all are Non MSE bidders and L2 bidder is MSE, then RUN L1 option will not be provided. Price Match option will be given to MSE bidders within the L1+X% band.</p> <p>∅ In case L1 bidder is Non MSE and there are MSE bidders within L1+15% price range then the system will prompt price matching for such MSE bidders. After price matching, the buyer can select suitable MSE bidder who has accepted L1 price for placement of contract.</p>
<p style="text-align: center;">PRICE-BREAK-UP</p>	<p>The Bidders may note that the quoted tender amount should be same in both GeM portal and the price break-up sheet (strictly as per the given price-bid format) duly signed & stamped</p> <p>If there is any difference between the total tender amount quoted in GeM portal and the price-break-up sheet, the tender will be summarily rejected.</p> <p>If there is any difference in the format of the price-bid uploaded in the Gem portal. The tender will be rejected.</p>

DECLARATION AND UNDERTAKING

I,-----

Proprietor/Partner/Director/Authorized Signatory of am competent to sign this declaration and execute this Bid document;

i. I have carefully read and understood all the terms and conditions of the Bid and hereby convey my acceptance of the same.

ii. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/we, am/are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my Bid at any stage besides liabilities towards prosecution under appropriate law.

iii. I have apprised myself fully about the job to be done during the currency of period of agreement and also acknowledge to bear the consequences of non-performance or deficiencies in services on my part. iv. Company/firm has done in past satisfactory/disciplined work and has not been blacklisted in past by any client.

iv. **We are having our registered office in MAHARASHTRA STATE** and I hereby assure that we **will open an office at Nagpur** within one month from date of award of contract

v. I hereby assure that we will deposit **Rs.4,71,000/-** as Security Deposit (SD) in the form of either as Demand Draft or as Bank Guarantee (BG) issued by any Nationalized Bank favoring "State Bank of India" payable at Nagpur.

Signature of Owner/Managing Partner/Director/ Authorized signatory (official stamp to be affixed)

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. Any clause(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process.
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा

जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो।बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---